



May 19, 2025

Jess Dannhauser
Commissioner

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NYC Conflicts of Interest Board
2 Lafayette Street, Suite 1010
New York, New York, 10007

Re: Consulting Arrangement with Carl Bowman

Dear Conflicts of Interest Board Members:

This letter serves to notify the NYC Conflicts of Interest Board ("COIB") that, in accordance with Board Rule §1-07(d), the NYC Administration for Children's Services ("ACS") has retained former ACS employee, Carl (Anthony) Bowman, as a consultant to complete the re-procurement and start-up planning of ACS-funded Community Partnerships.

Mr. Bowman will serve as a consultant from June 1, 2025, through December 1, 2025. In this role, Mr. Bowman will be responsible for:

1. Completion of the Community Partnership RFP, to be released in the /Fall of 2025;
2. Finalization of the proposal evaluation process; and
3. Finalization of core policies to govern the implementation of the Community Partnership model and training of other staff members to develop and complete new policies.

The following details ACS's rationale for retaining Mr. Bowman as a consultant post-employment, in accordance with COIB Rules §1-07(d)(1).

§1-07(d)(1) --

(i) the consulting arrangement is made for the purpose of continuing or completing work left unfinished by the former public servant at the time their City service terminated, or for training their replacement, or for filling a vacancy until a replacement can be hired

Mr. Bowman was a Senior Director who resigned from City service effective February 7, 2025. The timing of Mr. Bowman's resignation from City service coincides with the planning and execution of a major re-competition of the Community Partnerships (CPs), a process which Mr. Bowman had been designing, planning and executing without the support of any direct reports, largely due to staff shortages in the Unit. The CPs are community coalitions that deliver critical services and supports to enhance the well-being of NYC children and families. It would be impossible to identify, onboard, and train a replacement for Mr. Bowman within the timeframe needed to complete this project. Absent Mr. Bowman's continued work through a consultancy, the agency would risk delays that could create a gap in critical services. Through the consulting agreement, Mr. Bowman will continue to support the finalization of a Request for Proposals (RFP), complete planning for the proposal evaluation phase, and complete policies and implementation tools/guides that Mr. Bowman started before departure. He will also train existing staff to develop other necessary policies and tools to govern start-up and implementation of the Community Partnership model under the new contracts. Retaining

Mr. Bowman as a consultant will also allow ACS to ensure the continuity of services, while providing time for ACS to hire, onboard, and train Mr. Bowman's replacement and/or existing staff, given the duration of City hiring practices.

ACS has already developed a job description for Mr. Bowman's permanent replacement and is working with ACS Office of Human Resources to post the vacancy notice by the end of May. This position was already posted; however, due to the lack of qualified candidates who applied, it needs to be reposted. Given the duration of City hiring processes (which can take 8-12 months or more), it's critical that Mr. Bowman can complete the unfinished work in the interim.

(ii) the duration of the consulting arrangement is no longer than reasonably necessary

The consulting agreement will be from June 1, 2025, through December 1, 2025, which will be necessary for Mr. Bowman to support this project through the development (which he began prior to his departure) and post-release phase of the RFP -- proposal review, and the pre-announcement phase of recommended awardees. As above, ACS also hopes this will provide sufficient time for Mr. Bowman to hand-off the unfinished work to existing staff.

(iii) the former public servant has technical, professional, or other subject-matter expertise or skills not otherwise available among the agency's employees

Mr. Bowman has over 25 years of experience in coalition-based initiatives and eight years working specifically with the CP model. In his position with ACS, he led the development and authored all concept papers and RFPs related to the CPs and other community-based models, including the recent expansion of the Family Enrichment Center model. In addition, Mr. Bowman served as a strategic advisor to staff supporting both of these programs. He possesses detailed knowledge of the CP model, both past and current iterations. He was also the team's lead on all information collection, analysis, and substantive planning related to the upcoming CP re-procurement. Because Mr. Bowman brings specialized skills (analytical, writing and knowledge of community building theories) and a high level of accuracy and speed in executing this body of work, upon his departure, a void was created in the Unit and he was unable to train anyone else to assume this work.

Mr. Bowman's background in program development and coalition-based models as well as his specific expertise in the CP model and the City's procurement rules and processes, place him in the unique position to complete this time-sensitive project. ACS does not have other staff with the same expertise and skillset that can reasonably complete this work with the same quality in the timeframe needed.

(iv) the compensation is comparable to what the former public servant last earned at the agency; and

Mr. Bowman will be hired directly by ACS. He will work a maximum of 30 hours per week for the duration of the consultation period. Mr. Bowman will be compensated at \$68 per hour, comparable to his previous salary which was \$126,233.

Sincerely,



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